

EXECUTIVE OFFICE OF PUBLIC SAFETY PROGRAMS DIVISION STATE BULLETPROOF VEST REIMBURSEMENT PROGRAM

CRITERIA FOR REIMBURSEMENT

1. A local police department or other eligible law enforcement agency applying for state reimbursement for the purchase of bulletproof vests ***must first apply*** for reimbursement through the Internet-based Federal Bulletproof Vest Partnership Program, which is open from March 3, 2003, through May 2, 2003. Information regarding this program is located at www.vests.ojp.gov.
2. Local police departments or other eligible law enforcement agencies applying for reimbursement under the state-funded Bulletproof Vest Reimbursement Program must provide a copy of the "Successful Submission of Application for Funding for BVP Approval" screen (Enclosure B) from the BJA Bulletproof Vest Partnership website.
3. The Chief of Police or Chief Executive Officer of the agency seeking reimbursement through the state-funded Program must review and sign the EOPS State Bulletproof Vest Reimbursement Program Special Conditions Form (Enclosure C).
4. Officer(s) receiving vests must be full-time, sworn personnel of state and local police agencies or certain personnel of other agencies within the Executive Office of Public Safety, as determined by the Secretary of Public Safety.
5. Officer(s) must have graduated from a recognized Police or Reserve Intermittent Academy (pursuant to M.G.L. Chapter 41, Section 96B).
6. Vests purchased must be Threat Levels II, IIA, or IIIA.
7. Vests purchased must be certified by the National Institute of Justice (NIJ).
8. Vests must be purchased in accordance with the provisions of M.G.L. Chapter 30B and the policies and procedures of your agency regarding procurement issues. Vests acquired through this program are the property of the police department.

Instructions and Checklist for Requesting Reimbursement



COVER LETTER

The cover letter should provide statements addressing the following:

- ♦ the local police department or other eligible law enforcement agency has applied for funding under the Federal Bulletproof Vest Partnership Program, and a copy of the "Successful Submission of Application for Funding for BVP Approval" screen is included;
- ♦ the Chief of Police or Chief Executive Officer of the agency seeking reimbursement has reviewed and signed the Executive Office of Public Safety Special Conditions Form and a copy is included;
- ♦ the officer(s) receiving vests are full-time, sworn personnel of state and local police agencies or certain personnel of other agencies within the Executive Office of Public Safety, as determined by the Secretary of Public Safety;
- ♦ the officer(s) have graduated from a recognized Police or Reserve Intermittent Academy (pursuant to M.G.L. Chapter 41, Section 96B);

- ♦ vests purchased are Threat Levels II, IIA, or IIIA;
- ♦ vests purchased are certified by the National Institute of Justice (NIJ);

☐ COPIES OF RECEIPTS FOR VESTS PURCHASED

☐ CONFIRMATION FORM (Enclosure B)

A copy of the “Successful Submission of Application for Funding for BVP Approval” screen downloaded from the Bureau of Justice Assistance website www.vests.ojp.gov is required. The screen will appear after the department or agency has submitted its application to the Federal Bulletproof Vest Partnership Program.

☐ SPECIAL CONDITIONS (Enclosure C)

The Chief of Police or Chief Executive Officer of the agency seeking reimbursement through the state-funded Bulletproof Vest Reimbursement Program must review and sign the Executive Office of Public Safety State Bulletproof Vest Reimbursement Program Special Conditions form.

☐ REIMBURSEMENT FORMS (Enclosures D and E)

There are **two** different forms to request reimbursement. Please use Enclosure D to request reimbursement for new vests (first-time reimbursement), and Enclosure E to request reimbursement for replacement vests (more than five years old).

- ♦ The name and Social Security Number of each officer receiving a vest are necessary for record keeping purposes.
- ♦ If requesting reimbursement for a **replacement** vest, the information on the **initial** vest purchase is a requirement. However, we are aware that some departments may not have this information. If this information is not provided, there may be a delay in processing the request for reimbursement.

Please mail the cover letter, copies of receipts for vests purchased, the “Successful Submission of Application for Funding for BVP Approval,” the Special Conditions, and the appropriate reimbursement form(s), to:

Deirdre Mullane, Law Enforcement Programs Analyst
Executive Office of Public Safety Programs Division
One Ashburton Place, Suite 2110
Boston, MA 02108

Faxes will not be accepted.

If you have any questions or concerns with regard to the State BPV Program, please contact Deirdre Mullane, Law Enforcement Programs Analyst, at (617) 727-6300 x25345 or via email at deirdre.mullane@state.ma.us, or Detective Paul Jarosiewicz, Director of Law Enforcement Programs, at (617) 727-6300 x25313 or via email at paul.jarosiewicz@state.ma.us. Information on the State BPV Program is located at www.state.ma.us/ccj (click on “Grant Programs”).